

Monday, 7 January 2008

8:17 The Secretary-General reached the 38th floor (joined by Mr. Yeocheol Yoon (Special Assistant to the Secretary-General))

8:25-8:30 Mr. Kim Won-soo (Deputy Chef de Cabinet)

8:30-8:43 Deputy Secretary-General

8:43 Mr. Vijay Nambiar (Chef de Cabinet)

8:46-8:52 Briefing by Ms. Montas

9:02-9:58 Senior Management Group Meeting (see list attached)

10:27 The Secretary-General departed the 38th floor

10:30-11:27 Press Conference (Room 226)
(Nambiar, Kim, Montas, Choi)

11:30 The Secretary-General returned to the 38th floor

11:40-12:22 Meeting on the visit by the Pope
(Nambiar, Kim, Yoon, Minami, Hecht, Parker)

3:00-3:35 Meeting with Leadership of G77
(DSG, Nambiar, Kim, Lincoln, Pascoe) (see list attached)

4:15 Mr. Kim Won-soo (Deputy Chef de cabinet)

4:35-4:46 Ms. Ellen Margrethe Løj (SRSG-designate for Liberia)
(Kim, Anyidoho, Mulet) (Ms. Cherrie-Anne Vincent (notetaker, DPKO))

5:24-5:52 Review Session on Meetings with Regional Groups
(Nambiar, Kim, Orr, Onanga, Meyer, Montas, Yoon, Savill, Dujarric)

6:27 The Secretary-General departed the 38th floor

Monday, 7 January 2008
APPOINTMENTS OF THE SECRETARY-GENERAL

- 8:35 Briefing by Ms. Montas
- 9:00-10:00 Senior Management Group Meeting
- 10:30-11:15 Press Conference (Room 226)
- ★ 3:00-4:00 Meeting with Leadership of G77
- ★ 4:30-4:50 Ms. Ellen Margrethe Løj (SRSG-designate for Liberia) [UN Photo]

**ATTENDANCE LIST FOR
THE SENIOR MANAGEMENT GROUP (SMG) MEETING
Monday, 7 January 2008
9:00 to 10:00 a.m.**

1) In attendance at the table

✓ **The Secretary-General**

✓ **The Deputy Secretary-General**

✓ **Mr. Vijay Nambiar**, Chef de Cabinet

✓ **Mr. Kim Won-soo**, Deputy Chef de Cabinet

SMG members (in alphabetical order):

✓ **Ms. Inga-Britt Ahlenius** **OIOS**

✓ **Mr. Kiyo Akasaka** **DPI**

✓ **Mr. Choi Soon-hong** **CITO**

✓ **Ms. Radhika Coomaraswamy** **Special Representative for Children and Armed Conflict**

✓ **Mr. Francis Deng** **Special Representative on the Prevention of Genocide and Mass Atrocities**

Mr. Kemal Derviş **UNDP**

✓ **Mr. Cheick Sidi Diarra** **High Representative for the LDCs, LLDCs and SIDS**

✓ **Mr. Sergio de Queiroz Duarte** **High Representative for Disarmament**

✓ **Mr. Jean-Marie Guéhenno** **DPKO**

✓ **Mr. John Holmes** **OCHA**

✓ **Ms. Jane Holl Lute** **DFS**

✓ **Ms. Carolyn McAskie** **Peacebuilding Support Office**

✓ **Ms. Rachel Mayanja** **Special Adviser on Gender Issues and the Advancement of Women**

✓ **Mr. Nicolas Michel** **OLA**

✓ **Mr. B. Lynn Pascoe** **DPA**

✓ **Mr. Warren Sach** **Officer-in-Charge, DM**

- ✓ Mr. **Sha** Zukang DESA
- ✓ Mr. S. Muhammad **Shaaban** DGACM
- ✓ Ms. Mari **Simonen** Officer-in-Charge, UNFPA
- ✓ Mr. David **Veness** DSS

EOSG:

- ✓ Mr. Michael R. **Meyer**
- ✓ Mr. Parfait **Onanga-Anyanga**

2) In attendance via video-conference

GENEVA

- Mr. Marek **Belka** ECE
- Mr. Sergei **Ordzhonikidze** UNOG
- Mr. Supachai **Panitchpakdi** UNCTAD
- Ms. Kyung-Wha **Kang** Deputy High Commissioner, UNHCHR

ROME

- Ms. Josette **Sheeran** WFP

VIENNA

- Mr. Antonio Maria **Costa** UNOV/UNODC

BEIRUT

- Mr. Bader **Aldafa** ESCWA

BANGKOK

- Ms. Noeleen **Heyzer** ESCAP

NAIROBI

- Mr. Achim **Steiner** UNEP
- Ms. Anna **Tibaijuka** UN-HABITAT

3) Not in attendance

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| Ms. Louise Arbour | OHCHR (En route to New York) |
| Ms. Alicia Bárcena | DM (Annual leave) |
| Mr. Antonio Guterres | UNHCR (Annual leave) |
| Mr. Nicholas Haysom | EOSG (Annual leave) |
| Mr. Abdoulie Janneh | ECA (Official UN holiday in Addis Ababa) |
| Mr. José Luis Machinea | ECLAC (Meeting with President of Chile) |
| Ms. Thoraya Obaid | Executive Director, UNFPA (Home leave) |
| Mr. Robert Orr | EOSG (Official travel – Washington, D.C.) |
| Ms. Ann Veneman | UNICEF (Official mission - Haiti) |

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**United Nations Secretary-General's Meeting
Secretary-General's Conference Room
United Nations Headquarters, 38th Floor
New York
3:00 p.m. – 4:00 p.m., Monday, 7 January 2008**

List of Participants

Antigua and Barbuda (G-77 Chair for 2008)

- H.E. Ambassador John W. Ashe
Permanent Representative of Antigua and Barbuda
to the United Nations
- Ms. Janil Greenaway
Minister Counsellor
Permanent Mission of Antigua and Barbuda
to the United Nations

Pakistan (G-77 Chair for 2007)

- H.E. Ambassador Farukh Amil
Acting Permanent Representative of the
Islamic Republic of Pakistan to the United Nations
- Mr. Imtiaz Hussain
Minister
Permanent Mission of the Islamic
Republic of Pakistan to the United Nations
- Mr. Asad Majeed Khan
Counsellor
Permanent Mission of the Islamic
Republic of Pakistan to the United Nations

South Africa (G-77 Chair for 2006)

- Mr. Sabelo Sivuyile Maqungo
Minister Counsellor (Chargé d'affaires)
Permanent Mission of the Republic of
South Africa to the United Nations
- Mr. Peter le Roux
Counsellor
Permanent Mission of the Republic of
South Africa to the United Nations